

MINUTES OF THE REGULAR MEETING
CLARENDON HILLS PARK DISTRICT BOARD
COMMUNITY CENTER – 315 CHICAGO AVENUE
February 22, 2016 – 7:00 p.m.

The meeting was called to order at 7:04 p.m. by President Johnson.

The roll call was as follows:

Present: Austin, Johnson, Lithgow and Staab

Absent: Carlsen**

**Commissioner Carlsen entered the meeting at 7:33 p.m.

Other Officials Present: Donald Scheltens, Executive Director
Kathleen Forzley, Secretary
Mike Fletcher, Superintendent of Parks
Kelly Smith, Superintendent of Recreation
Valerie Louthan, Aquatics/Recreation Supervisor

Addresses from the Audience - None

Approval of Consent Agenda

President Johnson inquired if the Board had any changes or additions to the minutes. There being none, President Johnson requested a motion to approve the consent agenda. Whereupon, on motion by Commissioner Lithgow, seconded by Commissioner Austin, the consent agenda was approved. The roll call was as follows:

Ayes: Lithgow, Austin, Johnson and Staab

Nays: None

Absent: Carlsen

Recreation Committee

President Johnson asked Dan Ungerleider, Village of Clarendon Hills Director of Community Development, to give a presentation on the status of the Community Garden. Mr. Ungerleider informed the Board that the garden was moving forward and the next step was fundraising. They were working with the school districts as well as some of the stores in the community. He reported that the grant required \$50,000 in community support, and the Village of Clarendon Hills was expected to contribute as well as the Westmont Environmental Commission. At this time the Hinsdale Central students are working on a project which is scheduled to be completed on April 22nd, which is Earth Day. The Committee is also looking to host a fundraiser at the Oak Brook Hilton in Westmont on that same day.

President Johnson asked Mr. Ungerleider what the committee was looking for from the Park District. Mr. Ungerleider explained that at this time they were looking for letters of support from the various community entities to send with the grant applications. He also asked the Park District to consider adding a line item to the budget to support the garden. This project cost is estimated to be approximately \$100,000 - \$150,000, and the committee is looking for lots of in-kind donations. President Johnson expressed

concerns that the project would have a budget to support and maintain the garden down the road. Mr. Ungerleider said the garden would be maintained by community members and volunteer groups.

President Johnson asked for additional cost details before the Board would commit to a donation of up to \$10,000. Commissioner Carlsen expressed concern over the garden's close proximity to the railroad tracks. He inquired whether some type of fencing would be put up to keep participants away from the tracks. Mr. Ungerleider informed the Board that it had not been looked into yet, but would be considered.

President Johnson thanked Mr. Ungerleider for his presentation. Mr. Ungerleider exited the meeting at 7:48 p.m.

President's Report

President Johnson asked John Steeves from the Parks Foundation to give his presentation to the Board. Mr. Steeves gave a brief history of the Parks Foundation, and explained that all membership fees and fundraising monies will be used exclusively for the Clarendon Hills parks.

He explained that the foundation would like to look at a short-term project which can be completed immediately. They decided that they would like to install "Mutt-Mitt" stations in Prospect Park this spring, as well as at the pool as a test. The foundation was looking to share the cost with the Park District. After discussion President Johnson requested a motion to approve the installation of the Mutt-Mitt Stations. Whereupon, on motion by Commissioner Lithgow, seconded by Commissioner Austin, the motion passed by voice vote.

President Johnson also requested a motion to add \$5,000 to the budget for the Clarendon Hills Parks Foundation matching funds. Whereupon, on motion by Commissioner Lithgow, seconded by Commissioner Austin, the matching funds were approved. The roll call was as follows:

Ayes:	Lithgow, Austin, Staab, Johnson, and Carlsen
Nays:	None
Absent:	None

The Foundation was also looking at a long-term project to be completed in the next five plus years. Their idea was to put various sculptures in the park along the pathways. This concept would need to be approved before any fundraising would take place. The foundation was working with the National Foundation of Parks Foundations on this project. The process would include selecting a piece of sculpture; getting Park Board approval; and then fundraising and implementation. Mr. Steeves would like to have the first sculpture installed by June 3rd, which are Field Days for the schools.

Committee Reports

Maintenance Committee

President Johnson asked Derrick Martin from V3 to present the proposal for the Hosek Park Drainage Improvements. Mr. Martin explained the three areas that should be addressed as part of the Hosek Park master plan. He identified the first area on Harris, in which rainwater collects in the low-lying properties of the homes and park. The second area is the President's alley area, and the third is along Western Avenue. The Village of Clarendon Hills is planning street work along Western, Ruby and Harris streets, and he believed that the Park District could piggyback these projects with the Village road program.

Executive Director Scheltens informed the Board that they would need to budget \$50,000 in next year's budget for the Hosek Park improvements. After discussion, President Johnson requested a motion to budget \$50,000 for Hosek Park improvements in the budget for the fiscal year beginning May 1, 2016 and ending April 30, 2017. Whereupon, on motion by Commissioner Staab, seconded by Commissioner Carlsen, the motion was approved. The roll call was as follows:

Ayes:	Staab, Carlsen, Austin, Lithgow, and Johnson
Nays:	None
Absent:	None

Commissioner Carlsen informed the Board that the ice rinks were closed for the season, due to the rain and warmer weather. The snow hills were still operational, and the maintenance staff was in the process of switching over equipment to get ready for the spring/summer mowing. He also informed the Board that with the completion of the storage closets, the old storage closet was being converted into additional office space.

Aquatics Committee

President Johnson introduced Valerie Louthan, Aquatics Manager/Recreation Supervisor to the Board. Valerie started her employment with the Park District on February 1st. She informed the Board of upcoming changes at the pool, namely reinstating the early bird rate to encourage residents to purchase family passes, as well as new swim team apparel to promote the swim team. She was conducting interviews for lifeguards, and was still looking for a Diving Coach and a Head Coach for the Swim Team. She was also looking to do all staff scheduling on-line. Her goals are to increase swim lesson registrations through marketing as well as working to retain swim team numbers as the children get older, rather than having them go elsewhere to compete. The Board welcomed her to the Park District.

Recreation Committee

Commissioner Austin informed the Board that the summer brochure would be available on-line on Monday, March 7th, and resident registration would begin on Monday, March 14th. She noted that the summer brochure had doubled in pages. Camps would be run differently, with Camp Imagination and Camp MVP being half day camps. Lunch Bunch was eliminated and lunch would be absorbed into camp. The camps would run for 8 weeks, but the parents could choose to sign up for 2-week sessions, rather than the whole 8 weeks. This year would also pilot a 5-day a week all day camp which will run for 8 weeks. The parents may choose the 2-week option for this camp as well.

Finance Committee – No report

President's Report

Doug Holzrichter, Williams Architects presented to the Board a revised proposal for Facility Programming and Master Planning. Mr. Holzrichter explained that the first step of this process is to understand all programs currently offered in the current facility, and then to address programming that is not able to be offered because of the current facility. Part of the process would also include looking at other sites in the Village to offer programming. After further discussion, President Johnson requested a motion to approve the Facility Master Plan Proposal. Whereupon, on motion by Commissioner Austin, seconded by Commissioner Staab, the proposal was approved. The roll call was as follows:

Ayes: Austin, Staab, Johnson, Lithgow, and Carlsen
Nays: None
Absent: None

There being no further information to come before this meeting, it was, motion by Commissioner Austin, seconded by Commissioner Staab, adjourned at 9:41pm by voice vote.

Secretary
